



THE ASSAM GAZETTE

অসাধাৰণ

EXTRAORDINARY

প্ৰাপ্ত কৰ্তৃত্বৰ দ্বাৰা প্ৰকাশিত

PUBLISHED BY THE AUTHORITY

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No. 189 Dispur, Saturday, 19th April, 2025, 29th Chaitra, 1947 (S. E.)

GOVERNMENT OF ASSAM
ORDERS BY THE GOVERNOR
ASSAM STATE ELECTION COMMISSION

ORDER

The 31st March, 2025

No. SEC.27/2024/148.- On your services being placed at the disposal of the Assam State Election Commission by Govt. of Assam, Personnel (A) Department for appointment as Election Observer and in partial modification of dated 08.01.2025, the following Officer is appointed as Election Observer for the Panchayat Election, 2025, in place of the Observer shown against his/her name.

Sl. No.	Name of Election Observer	Name of District	Name of Co-District	ZPC	Observer replaced
1.	Shri Mukut Phukan, ACS, Addl. Secretary, Printing & Stationery Deptt. etc.	Sonitpur	Naduar	CHARIDUAR NAGSANKAR MURHADOL JAMUGURI	Smti. Hemashri Hazarika, ACS, Joint Secretary, Revenue & Disaster Management Deptt.,

You will please attend to the duties one day before the day of scrutiny of nomination and station at the District Head Quarters or a suitable place within the allotted Panchayat Constituencies till counting of votes is completed and results are declared.

2. As Observer, you will be supervising and monitoring the work being done by the election machinery and ensure that effective action is taken. You will oversee the entire poll process as eyes and ears of the Commission on the ground to ensure free, fair and voter friendly election.

3. The over arching spirit of deploying an Observer is to objectively assess the poll preparedness, identify the critical gaps and guide the election machinery in the field to ensure impartial, inducement free and peaceful election. As Observer, you need to be vigilant and be in touch with the Commission on a real time basis throughout the election process and should bring to the notice of the Commission any corrective measures required.

4. The State Election Commission wishes to provide a hassle free experience to voters at each polling station which have been provided with assured minimum facilities especially for persons with disabilities. Observer being the face of the Commission on the ground, need to guide the Election Machinery in the field to ensure smooth conduct of election process. Observer should be alert and watchful of compliance of Supreme Court directions on publicity of criminal antecedents of candidates, Ballot Box transportation protocols, recently increased expenditure limits and thwart any mischievous attempts of disrupting smooth and peaceful process of election.

5. While performing the duties you will be guided by the following instructions:

- i. The District Commissioner will provide you all logistic support, including transport, accommodation, security and also a local guide for your convenience. A list of the telephone numbers of the DCs is enclosed herewith as Annexure –I for your ready reference.
- ii. You will please observe the preparedness for conducting a free, fair and peaceful Panchayat Election and ensure compliance with the guidelines issued by the Assam State Election Commission. You should make a random check of polling stations with particular reference to their location, spaciousness, suitability and sensitivity. The Observers should attend some of the training sessions arranged for the Presiding and Polling Officers to study the quality of training being imparted.
- iii. You should hold discussion with the DC and SP about their preparedness for conduct of Election, the law & order enforcement and other election related matters. You will closely observe and assess the expenditure incurred by a candidate himself, or by political party or any other persons on his election so as to ensure a check on the flow of unaccounted financial resources. You will please verify at least 3 times the records of expenditure in respect of candidates other than for GP Members maintained by the expenditure cell.
- iv. You, however, need not call meetings of the political parties independently. You should attend the meetings of political parties organised by the DCs.
- v. You are authorised to direct the DCs/Authorised Officers to stop the counting of votes at any time before the declaration of result or not to declare the result if in your opinion it appears that booth capturing has taken place at large number of polling stations or at the counting place or ballot boxes have been found tampered at the counting place or the ballot papers or ballot boxes are unlawfully taken out of the custody of the **Presiding Officers** or are accidentally or intentionally destroyed or lost or damaged or tampered with.
- vi. The DC will ensure that the place of stay, phone number (including mobile), date of arrival of Observer are duly published. Observers have to make themselves easily accessible to whoever wants to meet them with election related complaints or information. DC will also make available to the Observers a desktop, telephone, internet facilities, and

services of stenographer, typist etc. which facilities are usually provided to Election Observers of General Election.

You are requested to send reports of arrival by Email the same day you arrive at the Constituency.

vii. In addition to other important information you are requested to furnish the following information to Assam State Election Commission by Email – sec-secretary@assamgov.in

- i. Percentage of Poll every 2 (two) hour and at the end of Poll on the Poll day/ Re-poll.
- ii. Result of counting Constituency wise after every 2 hours on the day of Counting.

viii. You are provided with a Kit which contains the following soft copies :-

- (a) A pen drive containing Hand Book of Presiding Officer, Model Code of Conduct and Compendium of instruction to EEM
 - (b) List of symbols
 - (c) Book on Assam Panchayat Act and Rules
 - (d) Contact numbers of DCs and SPs
 - (e) Identity Card
 - (f) Kit Bag
 - (g) Model Code of Conduct
 - (h) Nomination Form II A and Form II B
 - (i) SOP – (i) Ballot Box Randomisation
(ii) PPMS Randomisation
(iii) Counting personnel randomisation
(iv) Nomination uploading
 - (j) SC/ST/Women reservation details
 - (k) Notification of Star Campaigner
 - (l) Instruction on Ballot Paper printing
 - (m) Affidavit Form Schedule II and Eligibility of candidates
- ix. During the period from the day of appointment till the process of election is over, you will be deemed to be on deputation to Assam State Election Commission.
- x. The Election Observers will be paid a lumpsum honorarium by Assam State Election Commission. However TA/DA bills are to be settled by their respective Department/Directorate where they are working at the time of appointment as Election Observer.

A Brief Note on General and Specific Role of Observers is attached for your reference. You are requested to kindly collect the Kit Bag from office of the Assam State Election Commission by 02.04.2025.

ALOK KUMAR,
State Election Commissioner, Assam,
Dispur, Guwahati-6.